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Traveler Information
Routes of Significance Focus Group Meeting
Summary Meeting Notes
January 14, 2015

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Next Routes of Significance (RoS) Focus Group Meeting: **TBD in February 2015**

Action Items:
- Caltrans will continue to hold Routes of Significance (RoS) Focus Group Meetings to discuss and answer questions.
- Caltrans will continue to follow-up with the Federal Highway Administration (FHWA) to determine what benefits or incentives may be available for proposing RoS and share this information with the agencies as soon as it is available.
- Caltrans will schedule the next RoS Focus Group Meeting, target February 2015.

Decision Points:
- Webinar/teleconference is the preferred method for RoS Focus Group Meetings.
- The next RoS Focus Group Meeting will have a technical session and include Mike Jenkinson from Caltrans' Office of Technology.
- Agencies are encouraged to invite a technical representative for the technical session at the next RoS Focus Group Meeting.
- Caltrans and Traveler Information RoS team agree to hold additional focus group meetings as necessary.
- RoS Focus Group Meetings will be held separately from Quarterly Traveler Information Meetings. RoS may be incorporated into Quarterly Traveler Information Meetings in the future once the need has passed for focus group meetings.

Introductions

1) Caltrans' Representatives:
   a. James Anderson – Chief, Office of Traffic Management
   b. Larry Wooster, Chief, Transportation Management Center (TMC) Operations & Incident Management
   c. Jennifer Ashby-Camp – Traveler Information Coordinator
2) Agency Representatives:
   a. Eva Pan, Iain Fairweather, Reinland Jones and Steve Gota – Los Angeles County Metropolitan Transportation Authority (LACMTA)
   b. Derrick Fessler – Metropolitan Transportation Commission (MTC)
   c. Patrick Sampson – Orange County Transportation Authority (OCTA)
   d. Jenny Herrera and Tim Byrne – San Bernardino Associated Governments (SANBAG)
   e. James Dreisbach-Towle – San Diego Association of Governments (SANDAG)
   f. Phillip Law – Southern California Association of Governments (SCAG)

RoS Criteria

3) There is one minor change to the RoS Criteria.
   a. On page three for Roadway Weather Observations, under the Supporting Justification column, the seconded bulleted statement should state: Caltrans must have the capability to

access the information within **15** minutes in order to meet the timeliness of availability of 20 minutes or less (FHWA reporting purposes).

b. Agencies are responsible for proposing RoS for their region.

c. If an agency is proposing a State Highway as a RoS in their region, the expectation is the agency will initiate discussions with Caltrans.

d. The following questions were posed and will be answered during the technical session at the next RoS Focus Group Meeting.

   i.   How should the agency package the data and present it to Caltrans?
   ii. Can Caltrans handle the data influx from the agencies?
   iii. Should the agency push the data to Caltrans or will Caltrans retrieve the data?

e. Each proposed RoS must address the provisions for traffic and travel conditions reporting: construction activities, roadway or lane blocking incidents, roadway weather observations and travel time information (travel time information is only required on freeways).

f. If the proposed RoS does not meet the reporting requirements for all provisions with 85% accuracy and 90% availability of reported information, the route will not be accepted in Caltrans' Real-Time System Management Information Program (RTSMIP).

RoS Submittal and Approval Process

4) Steps 1-7 of the submittal process were outlined and clarified as needed.

5) RoS packages are to be electronically submitted to Jennifer Ashby-Camp.

6) At this time, Caltrans' next call for RoS packages may be in 2018. The FHWA has left this portion of the process up to Caltrans. This date is the target based on workload, current schedule to meet 23 CFR 511 and other priorities for the statewide Traveler Information Program.

RoS Checklist

7) The RoS Checklist is the guidance provided by Caltrans for each agency to propose RoS and to meet the federal requirements for traffic and travel conditions reporting with 85% accuracy and 90% availability of reported information.

   a. The checklist was written from the 2014 RTSMIP compliance report. If you would like a copy and have not received one, please contact Jennifer Ashby-Camp.

8) No specific format is required for the RoS package. Agencies are strongly encouraged to use the RoS Checklist to ensure all categories have been addressed in the package for each proposed RoS.

Adjourn

9) If you have questions regarding the RoS process, contact Jennifer Ashby-Camp at (916) 654-1375. For technical questions, contact either Larry Wooster at (916) 654-6104 or Mike Jenkinson at (916) 654-6912.

10) Caltrans encourages the agencies to decide to participate if possible in the RoS process based on the information available.